

# CAMPAIGN FINANCE CHECKLIST FOR 2020 MUNICIPAL AND SCHOOL DISTRICT CANDIDATES

Candidates should determine if they are required to make financial disclosure reports.

For Milwaukee City offices, the filing officer is the Milwaukee City Board of Election Commissioners. For all other municipal offices, the filing officer is the municipal clerk. For school district offices, the filing officer is the school district clerk. Candidates should contact their filing officer for further information or to obtain any of the necessary forms. WIS. STATS. §§[11.0102\(1\)\(b\)](#), [11.0102\(1\)\(d\)](#), [11.0102\(3\)\(c\)](#)

## If NOT claiming the exemption from reporting requirements:

- ☐ Obtain a copy of the **Campaign Finance Overview – Local Candidates Manual** (Revised 2019) from your filing officer and carefully review it with your treasurer.
- ☐ Complete and submit a **January Continuing Campaign Finance Report (Form ETHCF-2L)** to the filing officer no later than **January 15, 2020**, if registered before January 1, 2020. This report covers activity from July 1, 2019, or the date of registration (whichever is later), through December 31, 2019. WIS. STATS. §§[11.0204\(2\)\(c\)](#), [11.0103\(3\)\(a\)2](#).
- ☐ Complete and submit a **Spring Pre-Primary Campaign Finance Report (Form ETHCF-2L)** to the filing officer no later than **February 10, 2020**, if a primary is held. This report covers activity from January 1, 2020, through February 3, 2020. WIS. STATS. §§[11.0204\(2\)\(a\)](#), [11.0103\(3\)\(a\)1](#).
- ☐ Complete and submit a **Spring Pre-Election Campaign Finance Report (Form ETHCF-2L)** to the filing officer, no later than **March 30, 2020**. This report covers activity from February 4, 2020, through March 23, 2020, if a primary is held, or January 1, 2020, through March 23, 2020, if no primary is held. WIS. STATS. §§[11.0204\(2\)\(b\)](#), [11.0204\(3\)\(a\)](#), [11.0103\(3\)\(a\)1](#)
- ☐ Complete and submit a **July Continuing Campaign Finance Report (Form ETHCF-2L)** to the filing officer no later than **July 15, 2020**. This report covers activity from March 24, 2020, through June 30, 2020. WIS. STATS. §§[11.0204\(2\)\(c\)](#), [11.0204\(3\)\(b\)](#), [11.0103\(3\)\(a\)2](#).

**Committees must file “Continuing Reports” until a termination report (ETHCF-2L) is filed.** WIS. STATS. §[11.0207](#). Note that an individual that has won the election and holding office is defined as a candidate, and therefore must remain registered and cannot terminate while in office. WIS. STATS. §§[11.0202\(1\)\(a\)](#), [11.0101\(1\)\(b\)](#)